

El Monte Safety Committee Quarterly Meeting
February 13, 2002, 1:00-2:00 p.m.
Conference Room 106, El Monte Annex 2

Those who attended: Vickie Stoutingburg-Alewine, Bill Valdez, Raphael Susnowitz, Martin Cvjetkovic, Laurie Rivera, Bill Yates, Allen Lyons, Michael Carter, Steve Albu, Mark Fuentes and Cindy Francisco.

Log 300 Review

Cal/OSHA has changed the reporting requirements. The Log 200 has been revised to the Log 300 this calendar year. The Log 300 was distributed indicating that two claims have been filed so far this calendar year in El Monte. There was discussion regarding what done to abate the vehicle exhaust outside the cylinder room. It was stated that on the date of the injury that there were two diesel trucks idling at the same time by the cylinder room which is very rare. If it occurs again one truck will be asked to turn off its engine.

2002 Evacuation Drill Report

Bill Yates reported that the drill went well except for communication issues. The 2-way radios (walkie talkies) currently being used have never functioned properly and did not meet the need for the drill on January 30. It was suggested that we purchase Industrial Cordless Phone System to replace the 2-way radios. The fire extinguishers throughout all the facilities were serviced on January 30, 2002. Some fire extinguishers that are in vehicles in the field were not serviced. Managers should ensure that fire extinguishers in the staff's possession have been properly serviced. It was also noted that when the fire extinguishers were charged, tags indicated that the extinguishers had not been checked monthly as required by Title 8.

2001 Safety Inspection Responses

Only Annex 4's Response has been submitted. Facility Emergency Action Coordinators should submit their responses as soon as possible.

Hearing Conservation Program

Bill Yates reported that 121 hearing tests were conducted and the report has been completed.

Central Mail Opening Information

The Central Mailing Opening procedures have been discontinued.

Security Badges for Headquarter's Building

Staff from El Monte visiting the Sacramento Office will need to be escorted as a visitor unless they have been authorized by their division management to receive their own badge.

Material Safety Data Sheets (MSDS)

Everyone employed at the ARB should know what MSDS are and how they can be obtained.

Earthquake Supplies

The earthquake supplies appeared to be in order when accessed during the January 30, 2002 evacuation drill. A key for this shed is located in the Vehicle Coordinator's office.

Flair Park Security & Business Managers' Association Meeting Report

Bill Yates will provide a presentation of his work at "Ground Zero" in New York at the February meeting. In March, the developer of the mini-mall located off of Aerojet Road and Flair Drive will speak on his plans for the mall. Many attendees voiced concern about the traffic congestion that the mall will bring to the area. Bill Yates will schedule a meeting for the Safety Committee and the City Planner to provide an avenue for ARB staff to express their concerns.

Business Services Update

Bill Valdez provided his "El Monte Facilities Highlights" updated on February 5, 2002. It is available on the web.

The Next Meeting

The meeting was tentatively scheduled for April 10, 2002.